

CONCORDIA UNIVERSITY
MINUTES OF THE OPEN SESSION
OF THE MEETING OF THE BOARD OF GOVERNORS

Held on Wednesday, 21 June 2000, immediately following the Closed Session,
in Room GM 407-1, SGW Campus

Attendance

Present: Mrs. Lillian Vineberg, *Chair*, Dr. Steven Appelbaum, Ms. Barbara Barclay, Ms. Joanne Beaudoin, Dr. William Byers, Mr. Alex Carpini, Mr. Charles G. Cavell, Dr. June Chaikelson, Mrs. Marianne Donaldson, Ms. Nicole Fauré, Mr. Leo Goldfarb, Mr. George Hanna, Mr. Peter Howlett, Mr. Ronald Lawless, Dr. Frederick Lowy, *Rector and Vice-Chancellor*, Mrs. Hazel Mah, Sister Eileen McIlwaine Ph.D., , Mr. John Parisella, *Vice-Chairman*, Mr. Richard Renaud, *Vice-Chairman*, Mrs. Miriam Roland, Dr. Elizabeth Saccá, Ms. Sabrina Stea

Officers of the University: Prof. Marcel Danis, Mr. Michael Di Grappa, Mr. Larry English, Dr. Jack Lightstone

Absent: Dr. Francesco Bellini, Mr. Alain Benedetti, Mr. Deepak Boojhawon, Me Rita de Santis, Dr. Leonard Ellen, Dr. Terrill Fancott, Me Pierre Fréreau, *Observer*, Mr. Ned Goodman, Mr. Rob Green, Mr. Paul Ivanier, Dr. Christine Jourdan, Mr. Paul Kefalas, Ms. Christine Lengvari, Mr. Jacques Ménard, Mr. Eric Molson, *Chancellor*, Mr. Chris Piché, Ms. Nisha Sajjani, Mrs. Marianna Simeone, Mr. Jonathan Wener

Guest: Me Bram Freedman, Legal Counsel, Ms. Sue Magor, Director, Environmental Health and Safety

DOCUMENTS CONSIDERED AND ATTACHED TO THESE MINUTES

BG-2000-6-D36	Letter from the Vice-Rector, Services, presenting the projected Capital Budget 2000-2001
BG-2000-6-D37	Recommendation from Senate regarding the Policy for the Ethical Review of Research involving Humans
BG-2000-6-D38	Recommendation from Senate regarding establishment of a University Research Centre
BG-2000-6-D39	Letter from the Minister of Education regarding a Bond Issue

1. **Call to Order**

The Open Session was called to order at 9:45 a.m.

1.1 **Chair's remarks**

Mrs. Vineberg reported that Dr. Francesco Bellini, Dr. Leonard Ellen, Mr. Paul Ivanier, and Mr. Jacques Ménard would be leaving the Board at the end of June. The Chair announced the election, during Closed Session, of four representatives of the external community to join the Board, each for a three-year term: Mr. Brian Edwards, the President and Chief Executive Officer of BCE Émergis; Mr. Peter Kruyt, the Vice-President of Power Corporation of Canada; Mr. Alex Potter, the Director-General of Champlain Regional College; and Mr. Ivan Velan, the Executive Vice-President of Velan Inc.

The terms, as members of the Board, of the four undergraduate students, Mr. Deepak Boojhawon, Mr. Rob Green, Mr. Chris Piché, and Ms. Sabrina Stea, would also expire at the end of June. Graduate student Martin Kapustianyk had already been succeeded, on 1 June 2000, by Ms. Sajnani.

Mrs. Vineberg expressed sincere thanks to all departing Board members for their contributions to the work of the Board and to the University.

The Chair announced, also, that both Vice-Rector, Institutional Relations, and Secretary-General Marcel Danis and Chief Financial Officer Larry English had been re-appointed, each for a five-year term.

Mrs. Vineberg congratulated Concordia's Marketing students who were the unanimous winners for French-language advertising at the *Relève Publicitaire*.

1.2 Approval of the Agenda

The agenda was approved

1.3 Approval of the Minutes of the Open Session of the previous meeting (17 May 2000)

Upon motion duly moved and seconded (Howlett, Appelbaum), it was unanimously RESOLVED:

R2000-59 *THAT the Minutes of the Open Session of the previous regular meeting of the Board, held on 17 May 2000, be approved.*

2. Business arising from the Minutes

2.1 Report and recommendations of the Task Force to review the 1994 Rules and Procedures for Advisory Search Committees

The Chair recalled that the Task Force, which was chaired by Sister Eileen McIlwaine, had submitted its report to the Board on 17 May 2000, when the Board had decided to forward it to Senate for comment. Mrs. Vineberg said the document was received by Senate on 9 June.

The Task Force report and its proposed rules and procedures had also been sent to the Faculty Councils, the employee unions and associations, and the student associations, and would also be mounted on the WEB. The aim was to encourage all members of the community to share their views on the process by which senior administrators are

appointed at Concordia. A deadline for input, of 22 September 2000, had been set.

3. Presentation: Dr. Mohsen Anvari, Dean, Faculty of Commerce and Administration

Owing to the lateness of the hour, Dean Anvari's presentation was deferred to the next meeting.

4. Approval of the Capital Budget for 2000-2001

Mr. George Hanna, Chair of the Budget Committee, reported that the Committee had considered the proposed budget at its March 2000 meeting. Capital funds from the government were dedicated according to specified guidelines, he said. The amount of the budget, \$5.5 million, comprised \$4.5 million (the level of the 1999 grant) and an additional \$1 million designated for the purchase of computers.

A Governor asked for clarification about the proposed capital budget. Learning that the budget represented only the provincial government grant, which is designated for renewal and maintenance of University capital, he said that the capital budget approved by the Board should encompass all capital expenditures.

Mr. Di Grappa, newly appointed Vice-Rector, Services, agreed to develop a more comprehensive way to present the capital budget .

Upon motion duly moved and seconded (Hanna, Byers), it was CARRIED with one abstention:

R2000-60 *THAT, on the recommendation of the Budget Committee and of Senate, the Capital Budget for 2000-2001 be approved as set out in Board Document BG-2000-6-D36.*

5. Recommendation of Senate: Adoption of the Policy for the Ethical Review of Research Involving Humans

The Rector explained that the Tri-Council policy on research involving human subjects had replaced the distinct policies of the three member granting agencies (the Medical Research Council, the Natural Science and Engineering Research Council, and the Social Sciences and Humanities Research Council). The policy, which was being presented to the Board for approval, would expand upon current requirements for evaluation and control of research involving human subjects. The policy would be applied in the four Faculties, however, the University, in collaboration with the Tri-Council, had yet to determine precisely how it should be applied to research in the fine arts.

A Governor recommended requiring a hard-copy "sign back" from every researcher engaged in research projects to demonstrate that Concordia had acted with due diligence. Me Freedman, the University's Legal Counsel, replied that he was familiar with the concept but, for several reasons, sign-backs were not being used in this case. Dr. Lightstone added that an individual had been assigned in each Faculty to take responsibility for educating colleagues and students, and disseminating and applying the policy.

Upon motion duly moved and seconded (Lowy, Cavell), it was unanimously

RESOLVED:

- R2000-61 *Whereas the Board of Governors, at its meeting of 17 February 1999, recognized the binding character of the Tri-Council Policy Statement on Ethical Conduct for Research involving Humans; and*

Whereas Senate, at its meeting of 17 September 1999, approved the document, "Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans", provisionally with the understanding that the same or revised guidelines would be presented for final approval at a later date;

Be it resolved

That, on the recommendation of Senate, the Policy for the Ethical Review of Research involving Humans, set out in Board Document BG-2000-6-D37, be approved.

6. Recommendation of Senate: Recognition of the Centre for the Study of Learning and Performance as a University Research Centre

Upon motion duly moved and seconded (Lowy, Goldfarb), it was CARRIED with one abstention:

- R2000-62 *THAT, on the recommendation of Senate and as set out in Board Document BG-2000-6-D38, the Centre for the Study of Learning and Performance (CSLP) be recognized as a University Research Centre .*

7. Approval of a Bond Issue

Upon motion duly moved and seconded (Hanna, Lawless), it was unanimously RESOLVED:

- R2000-63 *THAT the Board of Governors authorize the University to borrow the sum of \$30 million by way of a bond issue, and mandate the Ministry of Finance to negotiate said bond issue, for and on behalf of the University, the whole as set out in Document BG-2000-6-D39; and*

THAT Rector Frederick Lowy and Chief Financial Officer Larry English be authorized to sign any and all documents related to the said bond issue.

8. Reports on Concordia's compliance with certain legal obligations

- 8.1 Report on compliance with fiscal requirements

Chief Financial Officer Larry English reported that, upon review, he had concluded that appropriate procedures were being applied in the computation and remittance of taxes withheld from employees, employers' contributions, and GST and QST claims. Mr. English specified that the University had complied with its statutory obligations: (i) in the area of employee and employer remittances under federal and provincial tax legislation, for the period from 3 March 2000 to 3 June 2000, inclusive; and (ii) as regarded the Federal Goods and Services Tax and the Québec Sales Tax, the University had claimed rebates (net of amounts payable) for the period from 1 February 2000 to 30

April 2000, inclusive.

Mr. English stated that the University's procedures had ensured full compliance with statutory fiscal obligations.

8.2 Report on compliance with environmental legislation and health and safety regulations

Mr. Di Grappa introduced Ms. Sue Magor, Director of Concordia's Environmental Health and Safety office.

The Vice-Rector, Services, said progress was being made: (i) building deficiencies affecting air quality in the Hall, Drummond Science, and McConnell Buildings were being corrected; (ii) underground storage tanks had been removed from the Loyola Campus; (iii) the University was seeking a technician to manage hazardous waste; (iv) the incidence of CSST claims continued to improve. Mr. Di Grappa credited Ms. Magor for these positive developments.

Fungal growth, caused by water inflow, had been found on the walls of the Visual Arts Building, forcing closure of all basement studios. The problem would be remedied as soon as possible. In answer to a question, Mr. Di Grappa said the building was owned by the University. Mrs. Vineberg noted that, although the building was acquired for that purpose, it was not designed to be a teaching facility.

9. Report of the Standing Committees

9.1 Pension Committee

Pension Committee Chairman Ron Lawless said there was nothing to report at present.

9.2 Communications Committee

Communications Committee Chair John Parisella reported on the meeting of 6 June 2000. Concordia's public relations, marketing and communications operations were studied, Mr. Parisella said, leaving Committee members greatly impressed by the achievements of unit Directors Sandra Spina and Laurie Zack and their staff.

10. Remarks from student Governors

The outgoing graduate student representative, Mr. Martin Kapustianyk, expressed his thanks to the Board of Governors, and to members of the Fine Arts faculty and administration. He made several observations and suggestions, and urged the Board to be conscious of the inadequacy of financial support for graduate students. Mrs. Vineberg requested Mr. Kapustianyk to deposit a copy of his remarks with the Secretary.

Student Governor Sabrina Stea said that she had appreciated her year on the Board, but was disappointed that so little guidance was offered to students. Ms. Stea said she had tried to fulfil her responsibility to represent undergraduate students, but had often felt overwhelmed by the range and complexity of issues considered by the Board. Mrs. Vineberg said she was aware that all new Governors needed more information and was planning to provide a comprehensive orientation session before the September meeting.

The Chair thanked both students for their thoughtful remarks.

11. Report of the Rector

The Rector reported on a few matters, as follows:

(i) Due to labour difficulties at Place des Arts, the spring convocation ceremonies were held at the Molson Centre and at Loyola. The ceremonies went splendidly, despite the unusual locales.

(ii) Ms. Ann Vroom, formerly Director of Alumni Affairs and recently appointed Executive Director of Recruitment, had decided to leave the University for personal reasons. Dr. Lowy said Ms. Vroom would be greatly missed. Mr. Richard Diubaldo had agreed to take over the recruitment portfolio.

(iii) The Faculty of Arts and Science had constituted an Advisory Board with an impressive membership. Now, each of the four Faculties had an Advisory Board.

(iv) The annual summer session of Concordia's Institute in Management and Community Development, held in June, attracted about 1,200 participants from all over the world. The focus of this year's program was: "Developing civil society through community action".

(v) Detailed construction planning was underway for both the downtown and Loyola campuses.

12. Reports of the Vice-Rectors

12.1 Provost and Vice-Rector, Research, Jack Lightstone pointed out that documents about the Canada Research Chairs program had been distributed for information.

12.2 Vice-Rector, Services, Michael Di Grappa said he had nothing further to report.

12.3 Vice-Rector, Institutional Relations, and Secretary-General, Marcel Danis

Vice-Rector, Institutional-Relations, and Secretary-General Marcel Danis announced that Board Secretary Amely Jurgenliemk had accepted a job in the Faculty of Fine Arts.

12.4 Chief Financial Officer Larry English

The Chief Financial Officer, Mr. Larry English, explained that the situation regarding the operating budget was basically unchanged since his report to the Board in May; there was still insufficient information to present an operating budget for 2000-2001. For the present time, the University would assume no change from the 1999-2000 budget.

13. Correspondence

There was no correspondence.

14. Any other business

There was no additional business to come before the meeting.

15. Date of next meeting

The Chair announced that the next regular meeting of the Board of Governors would be held at 8:00 a.m., on Wednesday, 20 September 2000, in Room GM 407-1, on the SGW Campus. Mrs. Vineberg announced that meeting schedules for 2000-2001 had been distributed, and asked Governors to note that the 13 December 2000 meeting would be on the second Wednesday of the month, one week earlier than usual.

16. Adjournment

The meeting was adjourned at 11:40 a.m.

Submitted by Amely Jurgenziemk, Secretary of the Board of Governors and Senate, for approval by the Board at its meeting of 20 September 2000